



**INSTRUCTIONS FOR FILLING-IN ONLINE POST PUBLICATION REVIEW
FORM IN MBA, SEM-II EXAMINATION-2016
For Session: Jan, 2016 to Dec, 2017**

1. (a) A candidate may apply for Post Publication Review of his/her answer-scripts in a **maximum number of 50% of theoretical papers appeared in each semester examination** in the prescribed Online Form. But he/she must have **to secure a minimum aggregate of 35% of the total marks in theoretical part of the particular semester.**
(b) There is no scope of Post Publication Review of Practical Paper(s) / Term Paper(s) / Project Paper(s) / Internal Assessment / Viva-Voce/ Grand Viva / Field Report / Survey Report, if any.
2. Candidates must fill in the form carefully before submission.
3. After filling in the required fields in the Online Post Publication Review form system will generate a bank challan for online Post Publication Review. Students then have to deposit the requisite fees as mentioned in the challan to a nearest branch of **State Bank of India**. Then candidates have to log on to his/her online Post Publication Review form once again (**within Two days of submission of Post Publication Review Form**) to insert the Journal No., Branch Code, Branch Name and Date of Deposit given by the bank on the Challan. The online Post Publication Review form will be treated incomplete without insertion of the Journal No. given by the bank after making payment of the requisite fees. **The requisite fees for Post Publication Review are as follows :**
 - I. **₹ 150 for each paper.**
 - II. **₹ 100 as late fee.**
4. After verification of the Journal No. by our office the candidates are requested to re-login on the system and download his/her Post Publication Review form.

5. The candidate must submit the Post Publication Review form at their respective study centre(s) along **with the following documents:**

- a) **Original Bank Challan (University Copy).**
- b) **Photocopy of Enrolment Card.**
- c) **Original & Photocopy of B.U. Registration Certificate.**
- d) **Original & Photocopy of mark sheet**

**Schedule of Online Form Fill up for Review of MBA Sem–II exam,
2016 (Session: Jan, 2016 to Dec, 2018)**

<u>Subject</u>		<u>Date</u>
MBA SEM-II	(Without late fees)	: 02.11.2018 to 04.11.2018
	(With late fees)	: 05.11.2018

Date of form submission

Time: 12 noon to 2 pm and 3 pm to 4.30 pm

<u>Subject</u>	<u>Date(s)</u>
MBA (SEM- II)	: 16.11.2018

Our Website:

www.dde.buruniv.ac.in

**(G.M.Midhya)
Director**